

## 2019 Fire Deputy Chief Promotional Exam Reading List

All revisions/changes cutoff date of 2/28/2018 will apply to all reading list sources.

**\*This reading list contains a total of 4 pages. Please refer to all pages to determine specific sections, chapters, or page numbers subject to testing.**

Internal Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<b>Division of Fire Bulletins*</b>	X	X	X
2.	<b>Division of Fire Standard Operating Procedures**</b>	X	X	X
3.	<b>Division of Fire Systems Manual***</b>	X		X
4.	<b>City of Columbus Central Work Rules</b>	X		X
5.	<b>IAFF Contract Effective 11/01/14 – 10/31/17: Include:</b> MOUs #2016-01 and #2017-1. All Articles <b>Except</b> Charts A-F in Appendix G of Article 38, Appendix A Side letters, Appendix B MOU, and Appendix C FORMS	X		X
6.	<b>Disaster Plan 2017:</b> All Sections <b>Except</b> Appendix H and ICS Forms	X	X	X
Internal sources used for this test administration are available in the Division of Fire's Target Solutions (sign in and access the sources on the Home tab, right-hand side, named "2019 Promotional Internal Source Materials.")				
External Sources		May be tested on the following phase(s):		
		Written Work Sample	Tactical Exercise	Oral Board
1.	<b><u>Firefighting Operations in High-Rise and Standpipe-Equipped Buildings:</u></b> <b>Exclude:</b> Chapter 1, 8, 9, 10, & 18 and p 241-243 (Search Rope Procedures) David M. McGrail; PennWell Corporation (2007) ISBN-13: 978-1593700546 <a href="http://www.amazon.com">www.amazon.com</a> and <a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a>		X	
2.	<b><u>Fire Department Incident Safety Officer 3<sup>rd</sup> Edition</u></b> <b>Exclude:</b> Chapter 13 David Dodson; Jones & Bartlett Learning (2016) ISBN-13: 978-1284041958 <a href="http://www.amazon.com">www.amazon.com</a> and <a href="http://www.barnesandnoble.com">www.barnesandnoble.com</a>		X	X
3.	<b><u>It's Your Ship: Management Techniques from the Best Damn Ship in the Navy,</u></b> 10th Anniversary Edition 10th Anniversary Revised & Updated Edition by <a href="#">D. Michael Abrashoff</a> (Author) ISBN-978-1-4555-2302-3	X		X
<b>IMPORTANT:</b> 1) When ordering books, be sure to utilize the ISBN number. 2) Electronic versions of books will NOT be allowed during test days.				

**\*Selected Division of Fire Bulletins INCLUDED for the 2019 Fire Deputy Chief Reading List**

15-040	Fire Alarm Office	Fire Company Move Up
15-058	Fire Alarm Office	Service Run and Move Up Tones
15-062	Administration	PR-8e Revision
15-067	Fire Prevention Procedures	Company Level Vacant Property Inspections
15-072	Safety	Incident Exposure Record
16-010	EMS	Paramedic procedures by non 6% paramedics
16-019	Administration	CCR (Community Crisis Response)
16-041	Administration	Revised OF-237 and PT-14 forms and directions
16-079	Administration	2017 EMS Refresher
17-032	Administration	Civilian Employee of the Year - Fire Chief's Award
17-045	Administration	Division of Fire Awards Banquet
17-069	Administration	Firefighters 4 Kids Toy Program 2017
18-006	Administration	SOP Revisions – 06-05-01
18-008	EMS	AVI Equipment: Ballistic Helmets and Trauma Bags

**\*\*All Standard Operating Procedures are appropriate for testing EXCLUDING the following:**

**EXCLUDED FROM 2019 DEPUTY CHIEF EXAM STANDARD OPERATING PROCEDURES**

01-04-01	Personal Protective Equipment (PPE)
01-04-02	Respiratory Protection Requirements
01-04-03	SCBA Removal
01-04-04	SCBA Inspection and Care
01-04-05	P-100 Air Purifying Respirator (APR)
01-04-06	PPE at Water Rescues
01-04-07	PPE Inspections
01-04-08	Air Management for SCBA use
01-04-09	Personal Alert Safety System (PASS)
02-03-09	Carbon Monoxide Alarms
02-03-15	Vehicle Fire
04-01-04	Staff Cell Phones and Pagers
07-00-18	BLS Responsibilities
07-00-19	Major Medical Incident Command Responsibilities
07-00-20	Major Medical Command Responsibilities

\*\*\*The entire Systems Manual is appropriate for testing EXCLUDING the following sections:

**EXCLUDED FROM 2019 DEPUTY CHIEF EXAM SYSTEMS MANUAL**

334.00 All	Honor Guard
338.00 All	Uniform and Fire Clothing Regulations
402.00 All	Station Captains
412.00 All	Fire Station Communications
424.00 All	Fire Station Expense Fund
426.00 All	Station Laundry Procedures
428.00 All	Air Cascade Systems
602.00 All	Hose and Equipment Identification
604.00 All	Apparatus
606.00 All	Supplementary Apparatus
608.00 All	Tools and Equipment
610.00 All	Power Tools and Equipment
612.00 All	Boats, Motors and Equipment
614.00 All	Fire Hose
616.00 All	Salvage Covers
618.00 All	Ropes
730.00 All	Subpoena
732.00 All	Tuition Reimbursement
736.00	Retention Schedule Tables only (PSF-01 through PSF-97)
738.00 All	Fire Division Forms List
740.00 All	Forms / Records Retention
800.00– 846.00 All	Substance Abuse Policy and Procedures